



## MEMORANDUM

**TO:** Boards and Commissions

**FROM:** Diane Siler, Interim Budget Officer

**DATE:** January 14, 2021

**SUBJECT:** FY 2021-22 Budget Process and Calendar

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The City continues to be committed to an inclusive and transparent budget development process that incorporates resident and stakeholder feedback into budget considerations and priorities. One important component of this process is input received annually from the City's various boards and commissions. In FY 2020-21, your input on community needs resulted in significant investments in affordable housing, homelessness response, and public health initiatives.

Due to the financial constraints from COVID-19 coupled with the 3.5% property tax revenue cap, the FY 2021-22 budget development process will focus on maintaining existing services. With these constraints in mind, we encourage boards and commissions to provide feedback on the efficiency, equity, and effectiveness of the City's existing services and programs. As always, the Budget Office is available to discuss these topics in more detail at boards and commissions meetings upon request.

As in previous years, the Budget Office will coordinate with City departments to review recommendations passed by boards and commissions. Please note that department budgets are due to the Budget Office on May 7, 2021. Therefore, recommendations should be submitted to the City Clerk no later than April 9, 2021 to provide departments the opportunity to include the recommendation, upon completion of review, into their proposed budget submittal. A template will be created to help Commissions organize and submit their recommendations.

For your information, the Council-approved calendar for the FY 2021-22 budget is shown below:

- May 7 Department Budgets Due to the Budget Office
- July 9 Presentation of the FY21-22 Proposed Budget to City Council
- July 22 First Budget Hearing
- July 27 City Council Budget Work Session
- July 29 Second Budget Hearing
- August 3 City Council Budget Work Session
- August 11 Tax Rate Hearing and Budget Adoption

Additional information, including the FY 2020-21 final survey report, FY 2020-21 board and commission recommendation summaries, and FY 2021-22 budget engagement updates, can be found at the City's Budget Engagement website at [www.austintexas.gov/budget](http://www.austintexas.gov/budget).

Should you have any questions, please contact our office at [BudgetQA@austintexas.gov](mailto:BudgetQA@austintexas.gov).

cc: Spencer Cronk, City Manager  
Nuria Rivera-Vandermyde, Deputy City Manager  
Assistant City Managers  
Ed Van Eenoo, Chief Financial Officer, Financial Services Department  
Department Directors